

WESTBURY TOWN COUNCIL

At a MEETING of the POLICY & RESOURCES COMMITTEE held at THE LAVERTON,
BRATTON ROAD, WESTBURY, on MONDAY 5th June 2017 at 7.00 pm.

PRESENT: Cllr M Sutton,(Chairman), Cllr I Cunningham, Cllr M Kettleby, Cllr G King,
Cllr F Morland, Cllr R Hawker, Cllr J Russ

Mrs A McCann (Assistant Town Clerk), Mrs S Barker

- R.1688 TO ELECT A CHAIRMAN**
Cllr M Sutton was elected Chairman
- R.1689 TO APPOINT A VICE CHAIRMAN**
Cllr J Russ was elected Vice-Chairman
- R.1690 TO RECEIVE APOLOGIES (if any) AND REASONS**
None
- R.1691 TO RECEIVE APOLOGIES (if any) AND REASONS FOR ABSENCE.**
Cllr D Tout - Illness
- R.1692 DISPENSATIONS**
None
- R.1693 DECLARATIONS OF INTEREST (if any) AND REASONS**
None
- R.1694 MINUTES**
Resolved to approve the Minutes of the Policy & Resources Committee meeting held on the 3rd April 2017, which were agreed and signed by the Chair
- R.1695 MATTERS ARISING (if any) FROM THESE MINUTES.**
- Minute R.1677 it was clarified that Councillors can choose to use a tablet, it is not compulsory.
- R.1696 WILTSHIRE COUNCILLORS' REPORTS**
Cllr King
- The Cabinet at its meeting of 23rd May accepted a paper concerning the procurement of an Integrated Highways Management System
 - The highway network and associated infrastructure has a replacement value of over £5bn and represents a significant liability
 - The new system will provide Wiltshire with the necessary tools to improve the efficiency of key statutory services such as major maintenance, highway safety, street lighting repairs and traffic management
- Cllr Hawker**
At the Area Board meeting to be held on the 15th June it is hoped there will be updates on:-
- Westbury Hub

- Flies issue at Hills site, with representatives from Hills and the Environment Agency attending

R.1697 RECOMMENDATION received from the Operation & Organisational Working Group dated 19th May 2017

Proposal

To clarify and define the meeting structure for committees and their sub groups.

Background:

The reporting of committee and working groups has been confusing in the past and as part of the Operations and Organisational Working Group a report was produced highlighting where the current system could be improved or enhanced.

This document sets out a number of recommendations that P & R should consider (see attached).

Recommendation:

P & R Committee to review the attached recommendations and decide which or all they will recommend to Town Council for adoption in a revised protocol.

RESOLVED to AGREE to the above recommendation

Cllr Tout to be thanked for his contribution to the above.

R.1698 RECOMMENDATION received from TOWN COUNCIL dated 15th May 2017

Proposal

Improve Sports Facilities – Matravers is the only Wiltshire school without AstroTurf. They are keen to update their sports facilities that could be used by the community.

Background:

Wiltshire Council has £49,000 S106 monies that could be used to support this (timescale for S106 unconfirmed)

- Recent priority school build programme means Matravers will receive one new school block and an existing building updated or demolished. Timescale for build start is Autumn 2017 and will last 18 months.
- The original plans for a 3G sports will be put on hold as resources will be concentrated on the new build.
- However, the tennis courts need updating and resurfaced. This space will now become 2G multi use sports area.
 - The area will be resurfaced
 - New fencing
 - Floodlights
- Match funding will be sought from Sports England
- The cost to resurface (commercially sensitive).
- Floodlight approx. £40 to £50k

Recommendation:

Policy and Resources Committee to work out how to guarantee public use of the multi-use sports area, following the recommendation from Highways, Planning & Development Committee of a grant of £5,000.00 towards the improvement of tennis courts (Astroturf and floodlights) at Matravers School.

RESOLVED: The committee agreed the following response:-

Westbury Town Council support the proposal for better facilities in principle and may be minded to award a grant up to £5,000 subject to other funds being approved and made available by other parties.

Town Council would also wish to see proposals for allowing public use of these facilities.

R.1699 RECOMMENDATION received from Cllr M Sutton dated 24th May 2017

Proposal

That P & R committee to ask the Organisation and Operations Working Group to undertake a review of Standing Orders and update where appropriate and revise what should be in Standing Orders and what should be elsewhere.

Background

Standing Orders have been added to over time with some duplicating others and some overtaken by new protocols and procedures. Town Council have also passed a number of recommendations that could or should be included in Standing Orders plus the wording needs to be reviewed so that it is understandable to most persons including the public.

Some of the current clauses are now covered by protocols and procedures.

Recommendation

P & R committee ask the Working Group to undertake a comprehensive review (see attached)

RESOLVED to AGREE to proceed with the above recommendation

It was noted the Operational & Organisational working group would also look at a more efficient way of setting up new working groups.

R.1700 CHAIRMAN'S MATTERS FOR REPORT
None

R.1701 REVIEW OF POLICIES

- Freedom of Information Policy
- Grants Policy

RESOLVED: To Agree to accept the amended policies as written

R.1702 BUDGET BIDS
None

R.1703 CLERK'S CORRESPONDENCE/MATTERS

Assistant Town Clerk read out a thank you letter from Victoria Garden which also explained how members of the public can access the gardens

R.1704 ACCOUNTS:

Payment of Accounts. To approve the lists of payments made since the last Meeting, or to be made, and to confirm the action of the Chairman and one other Member in signing the necessary orders for payment, Business Pass Cash/Visa Cards (if any) transactions, and staff remunerations: -

April Schedule No 511 - £131,407.43

20.00pm hrs

**Signed on behalf of the Meeting
this fifth day of June 2017**

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Chairman

DRAFT